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5-5-1964

Minutes, College of Arts & Sciences Faculty Meeting, May 5, 1964

Arts & Sciences Faculty

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May 5, 1964
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A G E N D A

FACULTY MEETING

MAY 5, 1964 4:20 p.m.

Bingham Hall

PRESIDENT HUGH F. MCKEAN PRESIDING

- | | |
|-------------------------------|--------------------|
| I. Call to Order | |
| II. Approval of Minutes | |
| III. Faculty Committees | |
| IV. New Russian Course | Dr. Frank Sedwick |
| V. Bookstore Problems | Mrs. Yarbrough |
| VI. Merrill-Palmer Institute | Dr. Dudley DeGroot |
| VII. New Art Courses | Professor Ortmayer |
| VIII. New Theatre Art Courses | Dr. Arthur Wagner |
| IX. Men's Rush | Dean Vermilye |
| X. Rules Change | Dean Vermilye |
| XI. English Department | Professor Mendell |
| XII. Old Business | |
| 1. 1965-1966 Calendar | |
| XIII. New Business | |
| XIV. Adjournment | |

May 5, 1964
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NOMINATIONS AND RECOMMENDATIONS OF THE FACULTY-ADMINISTRATION COMMITTEE

The following nominations are presented by the Faculty-Administration Committee and the President for positions on the Elective Standing Committees indicated below. Additional nominations may be made from the floor.

1. FACULTY-ADMINISTRATION COMMITTEE

To succeed Bruce Wavell as member elected by Faculty-at-large for a 3-year term. No elected member may be elected to succeed himself.

Nominations: Ross Brackney
Dudley DeGroot

33
~~33~~ 35 elected

(Other members of the Committee: Rudolf Fischer, Donald Carroll, Dr. Carol Burnett, Ross Evans, John Ross, Thomas Peterson and John Hamilton.)

2. FACULTY ADVISORY COMMITTEE ON THE GENERAL WELFARE OF THE COLLEGE

To succeed Dudley DeGroot for a 3-year term. This member is to be nominated by the President and elected by the Faculty. The elected member must have been on tenure at Rollins for a least 3 years.

Nominations:

Wavell 36 elected
Smith 31

(Other members of the Committee: Wendell Stone and Herbert Hellwege)

3. FACULTY REVIEW COMMITTEE

To succeed Donald Carroll and an alternate to succeed George Saute'. The Bylaws, Article VI, Section 2 C state: "The Faculty Review Committee shall consist of five full professors on tenure and one alternate from the same group. The members and alternate shall be nominated and elected by the Faculty from a list of those eligible. Both nominations and elections shall be by ballot, one each year to serve five years. The alternate (who should not be in the same department represented by any other committee member) shall be elected each year and shall serve whenever a problem is presented upon which one of the members of the Committee has passed judgement as a member of a department or ad hoc committee which made the recommendation to the President."

A list of full professors on tenure is included herewith

Nominations: George Saute'
Charles Welsh

41 election
26

Alt. Packham 28
Welsh 33
elected

(Alternates to be decided from floor)

(Other members of the Committee: Rhea Smith, Robert Hufstader, Paul Vestal, and Constance Ortmayer)

May 5, 1964

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4. JOINT COMMITTEE - TRUSTEES, FACULTY, STUDENTS

One member needed to succeed Marion Folsom and to be elected from the Faculty as a whole for a term of two years.

Nominations for member to serve the two-year term: Joseph Mulson 26 elected
Emily Webber 22
Fred Likely 16

(Other member of the Faculty portion of this Committee: Ross Brackney)
Thomas Peterson now serving; a new member will be elected from Faculty-Administration Committee

5. COMMITTEE ON HONORS WORK

To succeed John Hamilton, term to expire, for three-year term.

Nominations: James Kornwolf 18
Robert Hufstader 9
Ross Rosazza 14
Olinaga 23 elected

ATTENTION: One of the members elected must be from group three (3), four (4) and five (5) in the list of distribution requirement for graduation.

(Other members of the Committee: Bernice Shor, Wendell Stone, Marion Folsom, and Donald Hill)

6. COMMITTEE ON ADMISSIONS, ACADEMIC STANDING, SCHOLARSHIP AND FINANCIAL AID

To succeed Thomas F. Peterson and Paul Vestal, for a three-year term.

Nominations: Lionel Summers 38 elected
Bernice Shor 40 elected
James Anderson 24
John Carter 24

(Other members of the Committee: Dudley DeGroot, Marion Folsom, William Dewart and Arthur Wagner)

May 5, 1964
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7. SOCIAL REVIEW COMMITTEE

Two members needed to replace Carolyn Burnett and Patricia Diabik for a two-year term.

Nominations: Frank Sedwick 57 *elect*
Lillian Gleason 38 *elect*
~~Fred Triplett~~ 3
David Conway 34

NO MEMBER OF THE FACULTY MAY SERVE ON MORE THAN THREE STANDING COMMITTEES AT ANY ONE TIME, AND NO ELECTED MEMBER MAY BE ELECTED TO SUCCEED HIMSELF!

Apr: 23, 1964
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PRESENT TENURED MEMBERS OF THE FACULTY WHO ARE FULL PROFESSORS

Donald Allen
U. T. Bradley
Donald Carroll
John Carter
Theodore Darrah
Paul Douglass
William Edwards
Edwin Granberry
John Hamilton
Alice Hansen
Alfred Hanna
Herbert Hellwege
Robert Hufstader
Charles Mendell
Constance Ortmayer
Audrey Packham
John Ross
George Saute
Rhea Smith
Irvin Stock
Wendell Stone
Paul Vestal
Alexander Waite
Charles Welsh

ROLLINS INSTITUTE FOR GENERAL STUDIES - CANDIDATES FOR DEGREES AS OF MAY 31, 1964

Bachelor of General Studies

(4/29/64)

# Sam Ashby Austin	Clarence Paul Landre
# Joy Floyd Berman	# Thomas Arthur Laurencelle
Harold Theadore Blackburn	# David Walter MacAdam
# Roger Joseph Bolduc	Paul Alton Marchand
William Arthur Braunsdorf	# John Joseph Matysek
David Sanborn Brook	# Cyril Duncan Maynard
Charles Benton Clark	# Robert Joseph McCormack
Robert George Cole, Sr.	Thelma Pelletier McGinn
Charles Soden Coombs	LeRoy Edward Pagano
Audrey Winona Sechrist Culler	# Robert Ernest Peterson
# Joseph Daniel Davis	# Robert William Pew
# Robert Henry Davis	# James Henry Pirotte
Evelyn Wheatley Dickerson	Elisabeth Hanson Pittman
Richard Phillip Engle	# Sue Rives Browne Plummer
# Anne Jeanette Wadley Ferree	Edward Irving Pratt, Jr.
Emerson Lee Fitzgerald	Marjorie Calhoun Richards
# Antoinette Hayne Foster	# Paul Melvin Rushworth
# Lila Eletha Dickinson Gallagher	# John Schoonvel
Lawrence Eugene Galyon	Steven Sekulich
Homer Robert Gettle	# Clementine Simonetti
# Donald Eugene Glasscock	Thomas Edward Skalski
Francis Jerome Gleason	# Ruth Gilbert Smith
Paul Michael Glynn	<i>William Brachett Smith</i>
Russell James Greenlees	# Dorothy Louise Sanders Stearns
Lincoln Ellsworth Hall	# Robert Michael Thrall
John Harvey Keim	# Ethel Kester Way
# Kathleen Louise Kimball	# Frank Michael Wells
Edward Alex Kucinski	# Charles Oliver Wingrove
	# Donald Wright

(continued)

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Rollins Institute for General Studies - Candidates for Degrees as of May 31, 1964
(4/29/64)

Master of Business Administration

Robert Lloyd Abernethy III (B.A., The University of North Carolina)
William Melvin Adamson (B.S., Howard College)
Claude Milton Alexander, Jr. (B.S., United States Naval Academy)
Ernest Dunford Boutwell (B.E.E., University of Florida)
Harold Lord Campbell (B.M.E., University of Louisville)
Julia Walker Chilson (B.S.Bus., Stetson University)
Joe Walter Cloud (B.B.A., College of William and Mary)
Lonnie Sherman Cornelius, Jr. (B.S., Florida Southern College)
James Lewis Crowell (A.B., University of Chattanooga)
Watkins Pierce Culbreth (B.A., Mercer University)
Elwin Wallace Davis (B.B.A., Northeastern University School of Business)
Jack Lorenzo Davis (B.S., The Florida State University)
Philip William Gainer (B.A., University of Maryland)
Elmo Anthony Gallagher (B.S.E.E., Christian Brothers College)
Marvin Paul Gassman (B.S.Ed., Oswego State Teachers College)
John Charles Geiger (B.C.E., University of Florida)
Richard Joseph Gister (B.S.B.A., The University of Buffalo)
William Riley Godwin II (B.S.B.A., University of Florida)
Ivor Durham Groves, Jr. (B.S., Rollins College)
Allen Emanuel Herbeck (B.S.E.E., University of Illinois)
Bill Bassett Hunkapiller (B.S.M.E., University of Oklahoma)
Raymond Allan Jackson (B.A., The Ohio State University; M.Ed., University of Florida)
Jack Webster Jernigan, Jr. (B.E.E., University of Florida)
Harold Thomas King (B.S.B.A., Boston University)
Joseph Dayton King (B.I.E., University of Florida)

(continued)

Rollins Institute for General Studies - Candidates for Degrees as of May 31, 1964
(4/29/64)

Master of Business Administration (continued)

- # Richard David King (A.B., Rollins College)
- Benjamin Joffre Leith (B.S.B.A., Detroit Institute of Technology)
- Karl Leslie Lohman (B.S., Rollins College)
- Charles William Long (B.E.E., The Alabama Polytechnic Institute)
- Hugh Joseph Martin (A.B., St. Mary's Seminary College)
- Robert Leon McCann (B.S.M.E., University of Missouri)
- Morton Franklin Meltzer (B.S., Boston University)
- # Clifton Martin Meyer (B.S.A.E., University of Miami)
- # Morris Grayson Middleton (B.E.E., The Alabama Polytechnic Institute)
- Thomas Ralph Nevitt (B.S., Florida Southern College)
- Troy Farrell Peterman (B.B.A., The University of Georgia)
- # Stephen Jack Potz (B.S., Florida Southern College)
- Charles Edward Rice, Jr. (B.B.A., University of Miami)
- George Joseph Roberts (B.S.B.A., John Carroll University)
- Karl Schorr (B.S.B.A., University of Denver)
- Irving Slott (B.S.A., University of Florida; B.I.E., New York University)
- Stanley Kienast Smith (B.S.M.S., The University of Omaha)
- John Nicholas Spartz (B.A., Loras College)
- James Courtenay Staples (S.B., Massachusetts Institute of Technology)
- Thomas Jay Stevens (B.B.A., University of Mississippi)
- John Neel Stewart (B.S., The Florida State University)
- Theodore Conway Strauss, Jr. (B.B.A., University of Pittsburgh)
- # Edward Willis Suarez (B.S., United States Military Academy)
- # Clarence Claude Teagarden (B.S., LL.B., University of Illinois)
- John Edwin Tracy (B.E.E., Rensselaer Polytechnic Institute)
- Dane Henry Turner (B.S., Louisiana State University)

(continued)

Apr. 29, 1964

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Rollins Institute for General Studies - Candidates for Degrees as of 5/31/64
(4/29/64)

Master of Business Administration (continued)

Donald John Vanden Bosch (B.S.E., University of Michigan)

Charles Gail Weber (B.S.B.A., Kansas State University)

William Carl Wildermuth (B.S., United States Military Academy)

Ray Eugene Williams (A.B.J., The University of Georgia)

William John Wittbold (A.B., Rollins College)

Charles Franklin Wood, Jr. (B.S., Mississippi State College)

LeRoy Emil Zirk (B.S., University of Illinois)

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Master of Arts in Teaching

Laurence Irvin Ady (B.A., University of Maryland) ✓ elem

Nancy Lee Ady (B.S., University of Maryland) ✓ elem

James Agamen Bonatis (A.B., Rollins College) ✓ sec - math.

Howard Boyd Coffie, Jr. (A.B., Rollins College) ✓ sec - gc. - math.

Meredith DeWitt Cox (B.A., Stetson University) ✓ sec - gc - Engl.

June Reiboldt Cregger (B.S.Ed., Butler University) ✓ elem

Joseph Gaston Des Parois (B.S., Rollins College) ✓ sec - admin

June Marie Dunnivant (B.A.Ed., University of Florida) ✓ gc - Engl.

Alice Kirby Eckhardt (B.A., Antioch College) ✓ sec - math

Muriel Kay Elledge (B.A., Wake Forest College) ✓ sec - gc Engl.

William Randel Hager (B.A., Marshall University) ✓ sec - admin

~~Kathleen Duddy Hardesty (B.A., Illinois College)~~ ✓

Jean Palmer Harmon (B.A.Ed., University of Florida) ✓ sec - Engl.

Charles Edward Hartley (B.A.Ed., University of Florida) ✓ sec - math.

Jane Bateman Hobby (B.A., The University of Georgia) ✓ elem

Gordon Ezekial Howell (B.S., Western Carolina College) ✓ sec - gc - business

(continued)

Rollins Institute for General Studies - Candidates for Degrees as of 5/31/64

(4/29/64)

Master of Arts in Teaching (continued)

- Donald William Kidwell (A.B., West Liberty State College) ✓ *see - road.*
- John Edward Myers (B.S.B.A., The Ohio State University) ✓ *see - bird*
- Henry Leroy Phillips (B.A., Marshall University) ✓ *see - admin*
- # Kenneth Arlen Polcyn (B.A., Lycoming College) ✓ *see - road.*
- Thomas Bertram Pomeroy (B.A., Michigan State University; M.B.A., Rollins College) ✓ *see - busin?*
- Phyllis Mellor Presley (B.S.Ed., Kent State University) ✓ *elem - admin*
- Patricia Pattishall Randolph (B.A., The University of Alabama) ✓ *hs - jr Engl*
- George Clifton Salvo (B.S., Clemson Agricultural College) ✓ *elem*
- # Bernard Tatelman (B.G.S., Rollins College) ✓ *elem*
- Charlotte Mols Van Nymegen (B.S., The Florida State University) ✓ *elem*
- Horace Fremont Webb (B.A., Williams College) ✓ *see - road.*

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Master of Science

- John Richard Anderson (B.S., Rollins College)
- ~~Jack Eugene Krips (B.S.E.E., Lehigh University)~~
- ~~Alvin Jay Levy (B.E., The Johns Hopkins University)~~
- ? Garner Terry McNice (B.S.E., The University of Tennessee)
- Donald Harry Merlino (B.S.E.E., Indiana Technical College)
- William Calvin Parrish (B.E.E., The Alabama Polytechnic Institute)
- ~~Charles David Rosenheimer (B.S., The University of Wisconsin)~~
- ~~Gerald Abrodos Sabin (B.S.Ed., University of Tampa)~~
- # Vernon Allen Schneider (B.S.E.E., The University of Wisconsin)
- James Joseph Seider (B.S., Canisius College)

6
(10)

* * * * *

work completed prior to current term or semester.

(Total Institute - (151) 149
(BGS 56 57
(Grad.Prog. 95 92 151

April 29, 1964

MEN'S RUSH -- RECOMMENDED FOR APPROVAL BY THE FACULTY-ADMINISTRATION COMMITTEE

After a considerable discussion, which included IFC representatives, the head of the orientation committee, a member of the Faculty Administration Committee, and Dean Vermilye, the IFC convened to see what constructive proposals could be arrived at in order to best suit the faculty, administration, and the men students. In the men's attempt to present a good sound rush which would be profitable to freshmen and fraternity alike, it has been decided that a three day rush period would be unsound in principal and most probably in returns. We do, however, think that the rush schedule can and will be removed from the academic schedule. The previous schedule has hindered freshmen, faculty, and upperclassmen involved in those first two weeks of classes. After due consideration, we have arrived at the following time schedule with the internal details to be left to the newly elected IFC.

Starting the Wednesday Evening of orientation, the IFC and (tentatively) Pan Hellenic(I cannot speak for them at this time) will assume the responsibility of a Social orientation of the freshmen to the college and social groups.

Thursday eve, all day Friday, Saturday, and Sunday, excepting the chapel hour on Sunday morning, will be used to complete the men's informal rush.

From Monday evening until Thursday evening (first week of class) there will be no evening Rush. There is a possibility of a silence period during these hours. (7:00 p.m. - 6:00 a.m.).

Rush will be completed on the first weekend using Friday and Saturday to fit the new schedule.

The bids will be issued the Sunday afternoon of the first week of classes.

This program, though it represents only a gradual change, doesn't conflict with the academic schedule. There were a few more radical plans suggested and discussed, but considering the time factor we feel that the present proposal is a step in the right direction; and it will meet our needs until the time need is available to complete plans for an entirely new system of Rush.

Respectfully submitted,

Duane Ackerman
President, IFC

April 29, 1964

RULE CHANGES AS APPROVED BY STUDENT COUNCIL

MEN'S RULES

III. Dress

A. Dress for evening meals and Sunday noon is:

1. Slacks, but not blue jeans, bermudas, athletic shorts or similar attire.

RECOMMENDED FOR APPROVAL BY FACULTY-ADMINISTRATION COMMITTEE

B. Exceptions:

1. You may wear informal attire on Friday, Saturday and Sunday evening and when classes are not in session.

NOT RECOMMENDED FOR APPROVAL BY FACULTY-ADMINISTRATION COMMITTEE

- F. Informal attire* may be worn fifteen (15) minutes prior to closing time at evening meals.

* Informal attire includes neat, clean, bermudas, clean T shirts, sweat shirts, banlon shirts and collared shirts belted in unless otherwise tailored.

RECOMMENDED FOR ONE-YEAR APPROVAL BY FACULTY-ADMINISTRATION COMMITTEE
MUST BE BROUGHT BACK FOR RECONSIDERATION AT THAT TIME.

By-Laws, page 42, Article 4 Committees

... Committee chairman should be chosen from the Legislative representatives. The exceptions to this will be the Fiesta Chairman...and the non-voting Chairman of the Women's Rules Committee, who will be chosen by the Presidents of the House Councils, subject to approval by the Legislature, Fiesta and Women's Rules Chairmen need not be members of the Legislature.

By-Laws, page 43, Section I Rules Committee

...Each shall consist of seven members from the Legislature with the Chairman of the Lower Court. . .

Women's Rules, page 28, first paragraph

The Women's House Council consists of at least four women.

Add as a third paragraph before Personal Conduct:

"The Presidents of the House Councils will elect a chairman who will also serve as Chairman of the Women's Rules Committee."

RECOMMENDED FOR APPROVAL BY FACULTY-ADMINISTRATION COMMITTEE

May 5, 1964
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FACULTY MEMBERS NOT SERVING ON COMMITTEES AS OF THIS DATE

(This list does not include members of the Faculty who have resigned from the College.)

Donald Allen
James E. Anderson
Rhea Anderson
Carl J. Arnold
John J. Bowers
U. T. Bradley
Thomas Brockman
Mary K. Brokaw
Edwin S. Burdell
Carol Burnett
Angela Campbell
Alphonse Carlo
Fernando Carrera
John Carter
Albert Chirichella
Boyd Coffie
David A. Conway
Norman Copeland
Lewis A. Crickard
Nina O. Dean
Gayle J. Doran
Paul F. Douglass
Patricia J. Drabik
Evelyn J. Draper
William Edwards
William Felton
Guy Filosof

Rudolf Fischer
Robert N. Fitzwater
Marcus P. Frutchey
Catherine C. Gleason
Lillian H. Gleason
Barbara D. Graham
Edwin P. Granberry
Judson C. Gray
Alfred J. Hanna
Alice M. Hansen
Elwood D. Heiss
Walter R. Herrick
Robert Juergens
Joseph Justice
Leah R. Koontz
James Kornwolf
Arwid O. Kumins
Jack Lane
Spencer Lane
Fred Likely
Mary V. Mack
James MacPherson
Flora L. Magoun
Miles C. McDonnell

Harry J. Meisel
Charles Mendell

Catherine E. Moore
Joseph F. Mulson
Wallace Nelson
Robert O'Brien
Audrey Packham
Fleetwood Peeples
J. Ross Rosazza
Carl Sandstrom
George Saute
Geo. F. Schlatter
Frank Sedwick
Anna P. Sisk
Irvin Stock
Lionel M. Summers
Wilbur A. Thomas

Fred J. Triplett
Clarence Varner
Alexander Waite
Helen L. Watson
Bruce B. Wavell
Emily E. Webber
Charles A. Welsh
Earl M. Williams
Robert G. Willaman
Richard S. Wolfe

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Additional Information on Art Course Descriptions

ART 101-102-103 Introduction to Art and Artists

A historical survey of painting, sculpture, and architecture of the major periods in Occidental and Oriental art. Stress is given to fundamentals of art criticism, technical and aesthetic properties of the art work, and to the work of art as a mirror of society. Normally prerequisite for period courses. 4 credits

ART 200 Drawing

An introduction to the technique and use of the various media of drawing, pencil, charcoal, pastel, ink, and crayon. Studies are based on still life, the figure, and architectural. Required of all art and pre-architecture majors. 3 credits

211f, 212w, 213s CRAFTS I

In 211 and 212 basic problems of ceramic design are explored. Equal emphasis is placed on utility and decoration. No previous training is required. Course 213 is devoted to the study of jewelry making in various media. Prerequisite: 3 credit hours of crafts or consent of instructor. All three courses--six hours of class per week, 3 credits. Four hours of class per week, 2 credits.

307f, 308w, 309s CRAFTS II

307 and 308 are a continuation of ceramic design with more complex problems explored. Prerequisite: 6 credit hours of Crafts or consent of instructor. All three courses --six hours of class per week, 3 credits. Four hours of class per week, 2 credits.

318f, 318w

The process of teaching art in the elementary grades plus fundamental design and art projects. Four hours of class per week for 5 credits. Note: 318f is for Education majors; 318w is for Art majors. No prerequisite.

NEW COURSE -- RUSSIAN

INTRODUCTION TO RUSSIAN LITERATURE AND CULTURE. A survey of the main cultural, intellectual, and literary trends. Masterworks of Russian literature in English translation. No prerequisite. 3 credits.

COURSE CHANGES

Theatre Arts 321 - Trends in Contemporary Theatre

A study of the most avant garde movements in the theatre today. Not only are contemporary dramas studied in depth, but also the ways and means of producing these plays on the stage. Among the playwrights studied are Beckett, Ionesco, Arrabal, as well as directors such as Brecht, Joan Littlewood, Judith Malina and others connected with the avant garde movements. Open to all students of Junior or Senior standing. 5 credits.

Theatre Arts 308 - Costume Design

A history of costume design from the Greeks through 1900; weekly sketches presented for criticism; practical work on the major of that particular term, involving work in all phases of costume construction. Life drawing recommended as a prerequisite. 2 hours lecture, 1 hour criticism, 4 hours workshop. 5 credits. Offered in alternate years.

Theatre Arts 407 - Advanced Set Design

A course to follow introduction to stage design in order that the student may develop his rendering techniques and learn basic theatre drafting, and construction of models. 1 hour criticism, 4 hours studio. Prerequisite: Theatre Arts 307. 5 credits. Offered in alternate years.

ART

1. In preparing a pre-architecture program we find it necessary to change the content of our design course. The numbers, titles, etc. stay as now but we are expecting to have an additional faculty member to teach the course.

Mr. Anderson will then change over to Crafts. These courses need your consideration and approval. Art 211, 212, 213 Elementary Crafts 6 class hrs. 3 credits. First two terms open to all students 4 class hrs. 2 credits. Prerequisite for 213 is one term crafts or consent of instructor. Art 307, 308, 309 Advanced Crafts credits same as above.

- II. We will extend Art 101-102 to three terms with 3 credits per term. It will be an Art History Survey. Art 101-102-103 Art History Survey, 3 class hrs. per week, 3 credits per term. Open to all students.
- III. A short course in drawing given only one term a year. Art 200 Drawing. Prerequisite Art 132 or consent of instructor. This should prove useful to Theatre Arts majors interested in set designing or the suggested course in Costume Design proposed by Theatre Arts Department.

May 5, 1964
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APPROVED FOR AFFILIATION BY FACULTY-ADMINISTRATION COMMITTEE

The Merrill-Palmer Institute of Human Development and Family Life is the world's most outstanding specialized educational institution dedicated to the study of human development and family life. The Institute offers a teaching program at the college level, conducts research, and provides community services in this field.

"The teaching program, in cooperation with colleges and universities, is intended for undergraduate students in their junior and senior years and for graduate students. This program is designed to further knowledge and understanding of human growth and development, the patterns of relationships within marriage and the family, and the dynamics of social interaction in neighborhood and community. Laboratory experiences and practicum training are provided for students both through the Institute's community services and through cooperation with Detroit-area educational institutions and social welfare agencies.

The research program is designed to increase knowledge of human development, human behavior, and family life and to further the application of such knowledge to new and improved ways of working with people.

The community services and projects are an essential means of carrying out the Institute's educational purposes with many individuals, families, and organizations in the Detroit metropolitan area. Through teaching, research, service and the professional participation and publications with emanate from these activities, Merrill-Palmer reaches a wide public, both within and beyond its doors."

Rollins College has been invited to become a participant in the Merrill-Palmer Institute Cooperating Colleges Program. Under this program, Rollins will "select and recommend the undergraduate student or students it desires to send to Merrill-Palmer and will also assume the responsibility of crediting the student's Merrill-Palmer courses toward his degree. Confirmation of these student appointments is made by the Institute. Senior students or students in the last quarter of their junior year may be assigned to the Institute for a quarter." During this quarter of residence at Merrill-Palmer, students engage in an intensive educational experience involving class work, research projects, and involvement in community agency work in the metropolitan Detroit area.

Taken from THE MERRILL PALMER INSTITUTE PROGRAM ANNOUNCEMENT 1963-1964

April 29, 1964

MEN'S RUSH -- RECOMMENDED FOR APPROVAL BY THE FACULTY-ADMINISTRATION COMMITTEE

After a considerable discussion, which included IFC representatives, the head of the orientation committee, a member of the Faculty Administration Committee, and Dean Vermilye, the IFC convened to see what constructive proposals could be arrived at in order to best suit the faculty, administration, and the men students. In the men's attempt to present a good sound rush which would be profitable to freshmen and fraternity alike, it has been decided that a three day rush period would be unsound in principal and most probably in returns. We do, however, think that the rush schedule can and will be removed from the academic schedule. The previous schedule has hindered freshmen, faculty, and upperclassmen involved in those first two weeks of classes. After due consideration, we have arrived at the following time schedule with the internal details to be left to the newly elected IFC.

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President, IFC

April 29, 1964

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By-Laws, page 42, Article 4 Committees

... Committee chairman should be chosen from the Legislative representatives. The exceptions to this will be the Fiesta Chairman...and the non-voting Chairman of the Women's Rules Committee, who will be chosen by the Presidents of the House Councils, subject to approval by the Legislature, Fiesta and Women's Rules Chairmen need not be members of the Legislature.

By-Laws, page 43, Section I Rules Committee

...Each shall consist of seven members from the Legislature with the Chairman of the Lower Court. . .

Women's Rules, page 28, first paragraph

The Women's House Council consists of at least four women.

Add as a third paragraph before Personal Conduct:

"The Presidents of the House Councils will elect a chairman who will also serve as Chairman of the Women's Rules Committee."

RECOMMENDED FOR APPROVAL BY FACULTY-ADMINISTRATION COMMITTEE

TOTAL ENROLMENTS
English, Sciences, Business Administration, Economics Courses

	FALL	WINTER	SPRING	TOTAL for YEAR 1963-64
ENGLISH				
Freshmen	292	295	285	
Other	279	283	268*	<u>1702*</u> <u>Engli</u>
Total	571	578	553*	
SCIENCES				
Biology				
Freshmen	89	82	77	
Other	41	34	29	352 Biology
Total	130	116	106	
Chemistry				
Freshmen	36	30	10	
Other	59	55	54	244 Chemist
Total	95	85	64	
Earth Science				
Freshmen	98	80	83	
Other	15	9	12	297 Earth S
Total	113	89	95	
Physics				
Freshmen	20	19	18	
Other	85	64	60	266 Physics
Total	105	83	78	
SCIENCE TOTAL	443	373	343	<u>1159</u> <u>All</u> <u>Sc</u>
BUSINESS ADMIN.	232	222	230	<u>684</u> <u>Bus.</u> <u>Ad</u>
ECONOMICS				
Freshmen	9	0	13	
Other	192	247	196	<u>657</u> <u>Economi</u>
Total	201	247	209	

* Does not include Eng. 369 and Eng. 469; these are not being given this term.
(not including freshmen)

Number of Majors: / Business Administration 94. English 100. History-Government 58.

Science (Chemistry, Biology, Pre-Med, Pre-Dental, Pre-Nursing,
Pre-Engineering, Physics) 183.

Economics 38.

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MINUTES OF THE FACULTY, 1963-1964

The eighth meeting of the Rollins College Faculty of 1963-1964 was held in Bingham Hall at 4:20 p.m., Tuesday, May 5, 1964. President McKean presided.

The following members of the faculty were present:

Donald Allen	William Felton	Wallace Nelson
James Anderson	Guy Filosof	Robert O'Brien
Carl J. Arnold	Rudolf Fischer	Constance Ortmayer
John J. Bowers	Robert N. Fitzwater	Audrey Packham
Ross C. Brackney	Marion Folsom	Thomas F. Peterson
Thomas Brockman	Lowell Gifford	J. Ross Rosazza
Mary K. Brokaw	Lillian H. Gleason	John S. Ross
Carol Burnett	Barbara D. Graham	Stuart C. Rothwell
Fernando Carrera	Judson C. Gray	Carl Sandstrom
Albert Chirichella	Kenneth Griswold	George Saute'
David A. Conway	John B. Hamilton	Frank Sedwick
Lewis A. Crickard	Herbert E. Hellwege	Bernice C. Shor
Theodore Darrah	Walter R. Herrick	Rhea M. Smith
Gene D. Davis	Donald W. Hill	Riley Smith
Nino O. Dean	Charles J. Kolinski	Irvin Stock
Dudley DeGroot	James Kornwolf	Lionel M. Summers
William H. Dewart	Jack Lane	Wilbur A. Thomas
Gayle J. Doran	James MacPherson	Dyckman Vermilye
Wilbur Dorsett	Flora L. Magoun	Arthur Wagner
Patricia J. Drabik	Charles Mendell	Helen L. Watson
Evelyn J. Draper	Catherine E. Moore	Bruce B. Wavell
A. Ross Evans	Joseph F. Mulson	Earl M. Williams
		Richard S. Wolfe

The minutes of the preceding meeting were approved as distributed.

COMMITTEE ELECTIONS

The following are the results of the elections to committees of the faculty.

Elected to Faculty-Administration Committee for three-year term to succeed Mr. Wavell: Dudley DeGroot.

Elected to Faculty Advisory Committee on the General Welfare of the College for three-year term to succeed Mr. DeGroot: Bruce Wavell.

Elected to the Faculty Review Committee for a five-year term to succeed Mr. Carroll: George Saute'.

Elected to the Faculty Review Committee as alternate for a one year term to succeed Mr. Saute': Charles Welsh.

Elected to the Joint Committee--Trustees, Faculty, Students for a two-year term to succeed Mr. Folsom: Joseph Mulson.

Elected to the Committee on Honors Work for a three-year term to succeed Mr. Hamilton: Constance Ortmayer.

Elected to the Committee on Admissions, Academic Standing, Scholarship and Financial Aid, for three-year terms, to succeed Mr. Peterson and Mr. Vestal: Bernice Shor, Lionel Summers.

Elected to the Social Review Committee for two-year terms to succeed Mrs. Burnett and Mrs. Drabik: Frank Sedwick, Lillian Gleason.

NEW RUSSIAN
COURSE
APPROVED

Mr. Sedwick moved that a new Russian Course, Russian 301, 302, 303, Introduction to Russian Literature and Culture, be approved. The course will be taught in English. The course description was distributed with the agenda. The motion was seconded and carried.

BOOKSTORE
PROBLEMS

Mrs. Yarbrough spoke briefly about some of the problems of the College Bookstore, and requested the cooperation of the Faculty in getting book orders in early. Mrs. Yarbrough's statement is attached to these minutes.

MERRILL-
PALMER
INSTITUTE

Mr. DeGroot moved that Rollins College accept the invitation we have received to affiliate with the Merrill-Palmer Institute. The Merrill-Palmer Institute is an outstanding specialized educational institution dedicated to the study of human development and family life. This motion carries the recommendation of the Faculty-Administration Committee. The motion was seconded and carried.

NEW ART
COURSES
APPROVED

Miss Ortmayer moved that the new art courses, descriptions distributed with the agenda, be approved. These courses have been approved by the Faculty-Administration Committee. The motion was seconded and carried. Miss Ortmayer explained that offering these courses next year will depend upon the addition of another member to the department. The new courses are presently not scheduled for 1964-1965.

NEW THEATRE
ART COURSES
APPROVED

Mr. Wagner moved that the new theatre art courses, descriptions distributed with the agenda, be approved. These courses have been approved by the Faculty-Administration Committee. The motion was seconded and carried.

MEN'S RUSH
SCHEDULE

Mr. Vermilye presented the revised Men's Rush schedule, recommended for approval by the Faculty-Administration Committee, and moved that it be approved by the faculty. The motion was seconded and carried.

RULE
CHANGES

Rule changes as approved by the student council, and the corresponding recommendations of the Faculty-Administration Committee were presented by Dean Vermilye, and he moved that the Faculty take action as recommended by the Committee. The motion was seconded and carried. The result of this action is to approve all changes approved by the student council with the exception of III B, which is not approved, and III F, which is approved for one year only and must be brought back for reconsideration at that time. The proposed changes were distributed with the agenda, and are made a part of these minutes.

ENGLISH
DEPARTMENT

Mr. Mendell made a report to the Faculty concerning the program and procedures of the English department. A summary of his remarks is attached to these minutes. Some discussion followed Mr. Mendell's remarks, especially concerning the M.E.T., and it was suggested that some further study be made in the fall.

1965-66
CALENDAR

The proposed academic calendar for 1965-1966 was approved. (See Faculty Minutes of February 14, 1964).

Mr. Folsom reminded the Faculty of the Human Relations Conference May 7, and 8, and invited them to attend.

Mr. Wolfe announced that final catalog copy is to go to the printer Friday, and urged the faculty to submit any last minute changes.

Mr. Wolfe announced the distribution of the tentative 1964-1965 course schedule, and asked for corrections.

The Faculty adjourned at 5:50 p.m.

Richard S. Wolfe
Secretary of the Faculty

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MEMORANDUM

May 5, 1964

From: Mrs. Yarbrough, Bookstore Manager

To: Faculty

Summary of remarks at Faculty Meeting

The ever-growing number of college students is creating a serious national problem with book publishers. It is becoming physically impossible for them to supply sufficient books when orders are late reaching them.

We notice this problem more each year. It was very apparent this past fall when some of the teachers were late in turning in their book requisitions. The Bookstore is most anxious to make its own educational contribution to Rollins through service. It disturbs us very much to have to repeatedly tell students, "Sorry, but your texts have not arrived yet." Our problem is to get our faculty to realize that conditions are changing and that they must order their books earlier.

On May 1 we sent requisition blanks to all the faculty and asked that they be returned before June 1 for all fall term books.

November 1 we will send requisition blanks for spring term courses, and ask that they be returned by February 15.

February 1 we will send requisition blanks for spring term courses, and ask that they be returned by February 15.

If any of the faculty wish to place their book orders now for all next year, we ask that each term's order be placed on a separate sheet, with the term in which the texts will be used clearly indicated.

The registrar will give us preliminary registration figures, and we have last year's registrations as a guide. If any of you wish to leave blank the number of books to order, you may do so. We will do our best to order the number needed.

We solicit your support of the Bookstore, be getting your orders to us when required.

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MEMORANDUM

ROLLINS COLLEGE

From: Charles Mendell

Date May 14, 1964

To: Mr. Wolfe, Registrar

Subject: Summary of Remarks Made at Last Faculty Meeting

1. Predisent McKean has requested me to make a report to the faculty on the English Department and its program and procedures. I am glad to do this for at least three reasons:

a) We need much more communication among the faculty and among the departments so that we have knowledge of what is going on in other departments. Lack of communication results in lack of information; lack of information results in lack of knowledge and in misunderstandings; these, in turn, result sometimes in criticism which is unfounded.

b) Also, this month marks the end of the first three-year period of a new set-up in the English Department, and a report of its progress under that set-up is definitely in order.

c) In addition, there seems to be considerable misunderstanding of the policies and procedures of the English Department offerings, particularly in the freshman year; perhaps this will be a good opportunity to help clear those up.

2. Exactly three years ago at this time the English Department, faced with increase of students, increase of freshmen, and increase of department members, unanimously recommended to President McKean that the department have an appointed head, that this person be relieved of one-half of his teaching duties to take care of the administrative work, and that he be given secretarial help. President McKean agreed; and acting on his usual system of getting the advice and recommendation of others on tenure, he appointed me to a term of three years. At first one, and then two, student assistants were assigned to my office.

3. The need for this new set-up is apparent in the situation and in all that has been done in the three years. There are 15 members of the department. Each term the department gives 15 to 16 sections of freshman English plus 12-15 literature courses (including two or three sections of some). The scheduling of all of these takes time and experience. One big job for the chairman at the beginning and end of each term has been to keep the enrollments in the freshman sections somewhat equivalent. Sometimes the chairman advises 20-30 freshmen a day for a couple of weeks at a time. In other words, someone has to be in charge when so many and so much are involved.

Added to this is the increase in the number of English majors--currently the figure is 100 (exclusive of freshmen.) And there is the further swelling enrollment of non-English majors in literature courses until the total registration enrollment in all English courses for this year stands at 1702.

4. One of the most valuable benefits has been that there has been someone who has had the time to sit down and think and plan ahead and consult with other members of the department, to create sub-committees, to work on improvements and various progressive measures.

5. The whole problem of recruiting new faculty members has been carried out much more efficiently with more system. This year more than 150 applications for teaching positions have been received and replied to, many of them being processed through several stages.
6. One of the most beneficial results has been that the chairman has had the time to meet periodically with the President and also with the Dean to report on the operations of the department and what is being planned, getting advice, etc. One principal advantage has been that early in January each year the chairman has met with the President to find out how many freshman it is planned to admit the next fall so that the number of freshman English sections could be adjusted and the number of people necessary in the Department could be decided.
7. Under this new organizational set-up the chairman has had the time to work closely with the Registrar's Office, particularly at the end and beginning of terms in making last minute changes in adding sections of literature courses where there is a sudden increase in enrollment, or cutting down on the number of sections of freshman English if, like this year, the admissions dropped off.
8. For the first time all kinds of projects that are extremely desirable and valuable both to the English Department and the college as a whole have been undertaken because there is an office to undertake them.
9. Both last year and this year sub-committees have been at work recommending to the department improved procedures for the M.E.T., some of which have already been placed in effect and more will be placed in effect next fall.

All in all, the system of an appointed head for the English Department has worked out for the betterment of the whole college.

MEMORANDUM

ROLLINS COLLEGE

From Hugh F. McKean

Date May 5, 1964

Dean Burdell

Copies to

Subject

My nominations for a member of the Faculty Advisory Committee on the General Welfare of the College are: Dr. Bruce Wavell

Dr. Rhea Smith.

This is for a 3-year term. The other two members are Wendell Stone and Herbert Hellwege.

HFM/akr